

# AUTOMATED INSPECTION REQUEST AND PERMIT INFORMATION SYSTEM

Howard County  
Department of Inspections, Licenses and Permits  
**(410) 313-3800**

Permit No. \_\_\_\_\_ Confirmation No. \_\_\_\_\_

The automated dial-up system provides 24-hour access to inspection and permit information. You may:

- ❖ **1-Schedule inspections:** After a permit is issued, you may request an inspection for the next day or up to five working days in advance of the day needed. You may select automatic telephone notification of inspection results when you request your inspection. You will receive a confirmation number if requested.
- ❖ **2-Obtain inspection results:** Results are available the day the requested inspection is completed.
- ❖ **3-Cancel inspection requests:** Allows inspections requested through this automated system to be cancelled. Cancellations on the day of the scheduled inspection will be directed to administrative personnel to cancel your requested inspection.
- ❖ **4-Obtain plan review status:** Determine the approval status of your permit and, if not approved, which agency has not yet approved it.

➡ **TO ACCESS THE SYSTEM, CALL: (410) 313-3800 FOLLOW INSTRUCTIONS PROVIDED** ◀

Before you call, you will need the following information to use the system:

- ❖ **Permit Number** - Omit the letter prefix and leading zeros of the permit number and follow with # sign on your telephone keypad – Examples: B00145044 should be entered as 145044# after selecting (1) Building as the type of permit. B09000012 should be entered as 9000012# after selecting (1) Building as the type of permit.
- ❖ **Building Address** (house number and street name) for site address verification.
- ❖ **Three Digit Inspection Type Codes found on the reverse side of this sheet. PLEASE NOTE THAT ALL INSPECTION TYPE CODES HAVE CHANGED.** To hear a list of inspection type codes press \* at the prompt.

## Important Information:

You may request inspections up to five working days in advance of the date needed.

Incorrect data may be re-entered by pressing the # symbol on the telephone keypad. You may return to the main menu by pressing # on the telephone keypad.

When requesting commercial fire system tests, you must contact the fire protection inspector at least one day IN ADVANCE (between 8:00 and 9:00 a.m.) in addition to using the automated system after a date is agreed upon.

**Express (Post Card) Plumbing Permit** inspections must be requested by calling (410) 313-1840 between 9:00 a.m. and 4:00 p.m.

Department of Inspections, Licenses and Permits Website: [http://www.co.ho.md.us/DILP/DILP\\_Homepage.htm](http://www.co.ho.md.us/DILP/DILP_Homepage.htm)  
(See Other Side)

**INSPECTION TYPE CODES**  
**FOR USE ON AUTOMATED SYSTEM (410-313-3800)**

**BUILDING REQUEST CODES:**

200-Ceiling Close In  
201-Damproof & Drintile  
202-Drintile  
203-Driveway Apron  
205-Final Building  
206-Fireplace Throat/Stove  
207-Footings  
208-Foundation Walls/Damproof  
209-Frame  
210-Install/Remove Fuel Tank  
211-Insulation  
212-Pool Steel  
214-Slab  
216 Tilt-up Walls  
217-Slab & Drintile  
218-Handicapped Accessibility  
219-Final Driveway Apron  
220-Seasonal Final  
221-Wall Brace/Sheathing  
402-Drywell/Level Spreader/Rain Garden-Rough In  
403-Drywell/Level Spreader/Rain Garden-Final  
485-Seasonal Grading  
487-Final Grading  
488-Sediment Control Release  
489-Final Grading Surety

**ELECTRICAL REQUEST CODES:**

300-Allegheny Service Release  
301-BGE Service Release  
302-Bonding  
303-Ceiling Close In Commercial  
304-Final Electric  
305-Residential Rough Wire  
306-Slab  
307-Trench  
308-Wall Close In Commercial

**PLUMBING REQUEST CODES:**

700-Air/Head Test  
703-Backflow Preventor  
704-Condensate Drain  
705-Final Plumbing  
706-Flush Test  
707-Fuel Oil  
709-Gas Service Release  
710-Grease Interceptor  
711-Grinder Pump  
712-Groundwork  
713-Hydrostatic Test

**PLUMBING REQUEST CODES CONT'D:**

714-Natural Gas  
719-Propane Gas  
720-Rough In  
721-Sand-Oil Interceptor  
722 Sanitary Sewer Trench  
724-Sewage Ejector Pump  
725-Storm Water Piping  
727-Water Trench  
728-Add On Sewer  
729-Add On Water

**FIRE REQUEST CODES:**

500-24 Hour Test  
501-Alarm System Test  
502-Final Fire  
503-Fire Pump Test  
504-Halon-FM200 System Test  
505-Hood System  
506-Hydrostatic -Rough  
507-Overhead Sprinkler  
509-Special System Test  
510-Trip Test  
511-Underground Sprinkler  
512-Medical Gas Rough-In

**MECHANICAL (HVAC) REQUEST CODES:**

603 - Rough In  
600 - Final HVAC

**SIGN REQUEST CODES:**

902 – Sign Footings

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**FOR GENERAL LICENSES & PERMITS  
INFORMATON, PLEASE CALL:**

Permits (All Types) .....(410) 313-2455  
Electrical and  
Plumbing Licensing.....(410) 313-2455

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**FOR GENERAL INSPECTIONS &  
ENFORCEMENT INFORMATION,  
PLEASE CALL:**

Building/Fire .....(410) 313-1810  
Electrical.....(410) 313-1820  
Mechanical/HVAC .....(410) 313-1840  
Plumbing.....(410) 313-1840  
Sediment Control .....(410) 313-1855  
Signs .....(410) 313-1830